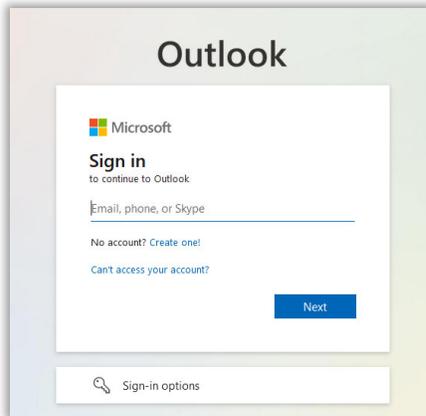
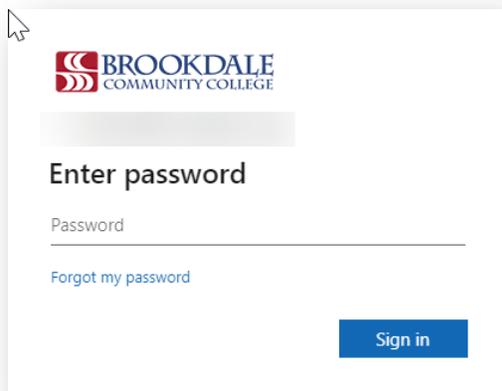


Setup Microsoft Multi-Factor Authentication

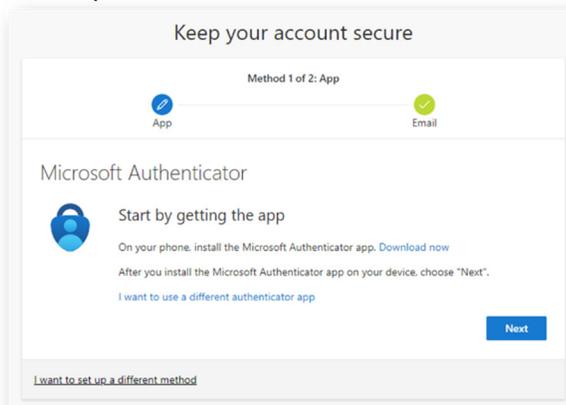
1. Click this link or copy it into your web browser: <https://aka.ms/mfasetup>. Enter your Brookdale email address, click next.



2. Enter your Brookdale Password click next, and when you see the “More Information Required” message, click next.



3. If you would like to use your Mobile phone option noted in step 10 below, **first download the Microsoft Authenticator app directly from the App Store**, then select Mobile App as an option during setup.



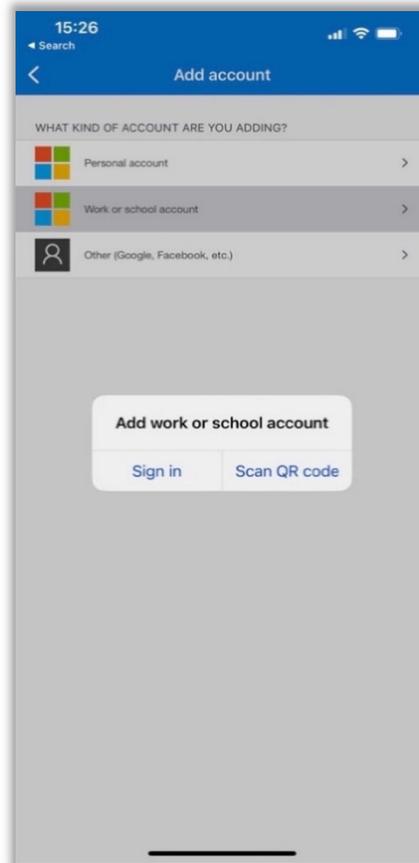
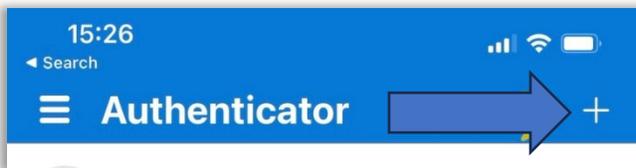
<https://apps.apple.com/us/app/microsoft-authenticator/id983156458>

https://play.google.com/store/apps/details?id=com.azure.authenticator&hl=en_US&pli=1

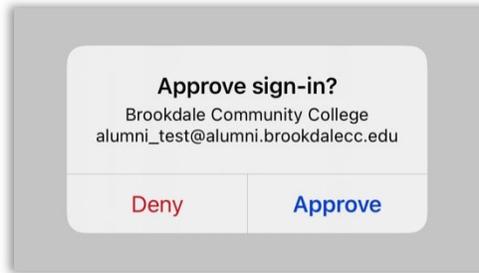
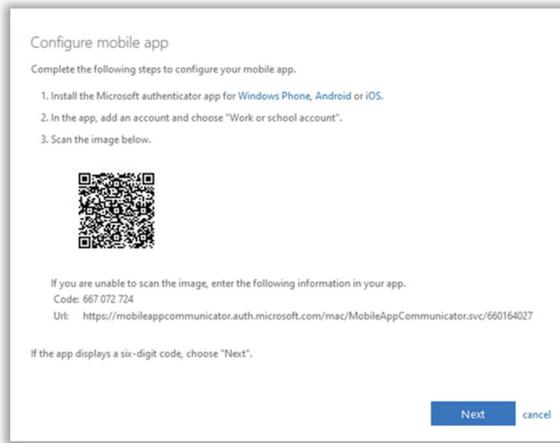
4. Select your preferred security verification method(s).
OIT recommends: (1) using the Microsoft Authenticator Mobile and (2) adding your mobile phone number as an authentication phone as your second option.
 - Note: You can switch the default and secondary options at any time after the initial set up via the link above - <https://aka.ms/mfasetup>

- Click the “Next” button.

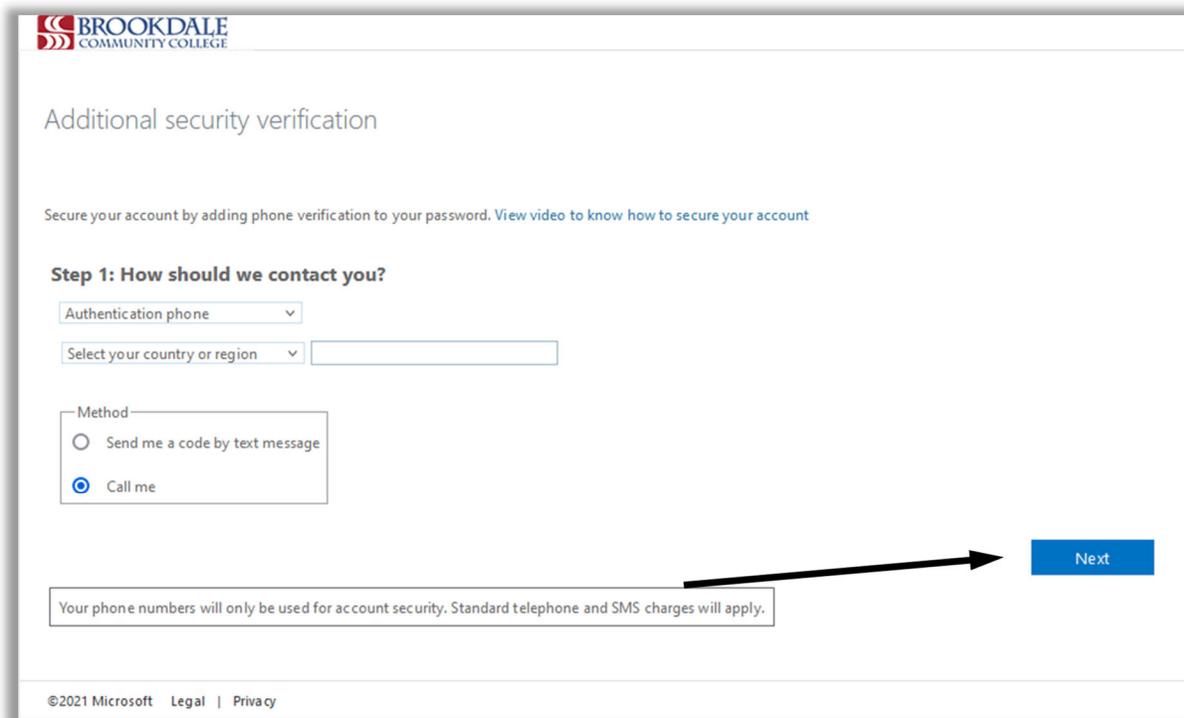
5. If you would like to use the Mobile app as your second option, **make sure you have downloaded the Microsoft Authenticator app directly from the App Store**, and then select Mobile App as an option and the blue “Set up” button shown below.
6. Open the Microsoft Authenticator mobile app on your mobile device and tap the plus button on the top left. Select “**Work or school account**” and click the “**Scan QR code**” option.



7. Scan the QR Code with your phone’s camera from within the Microsoft Authenticator app and approve the request in the App.

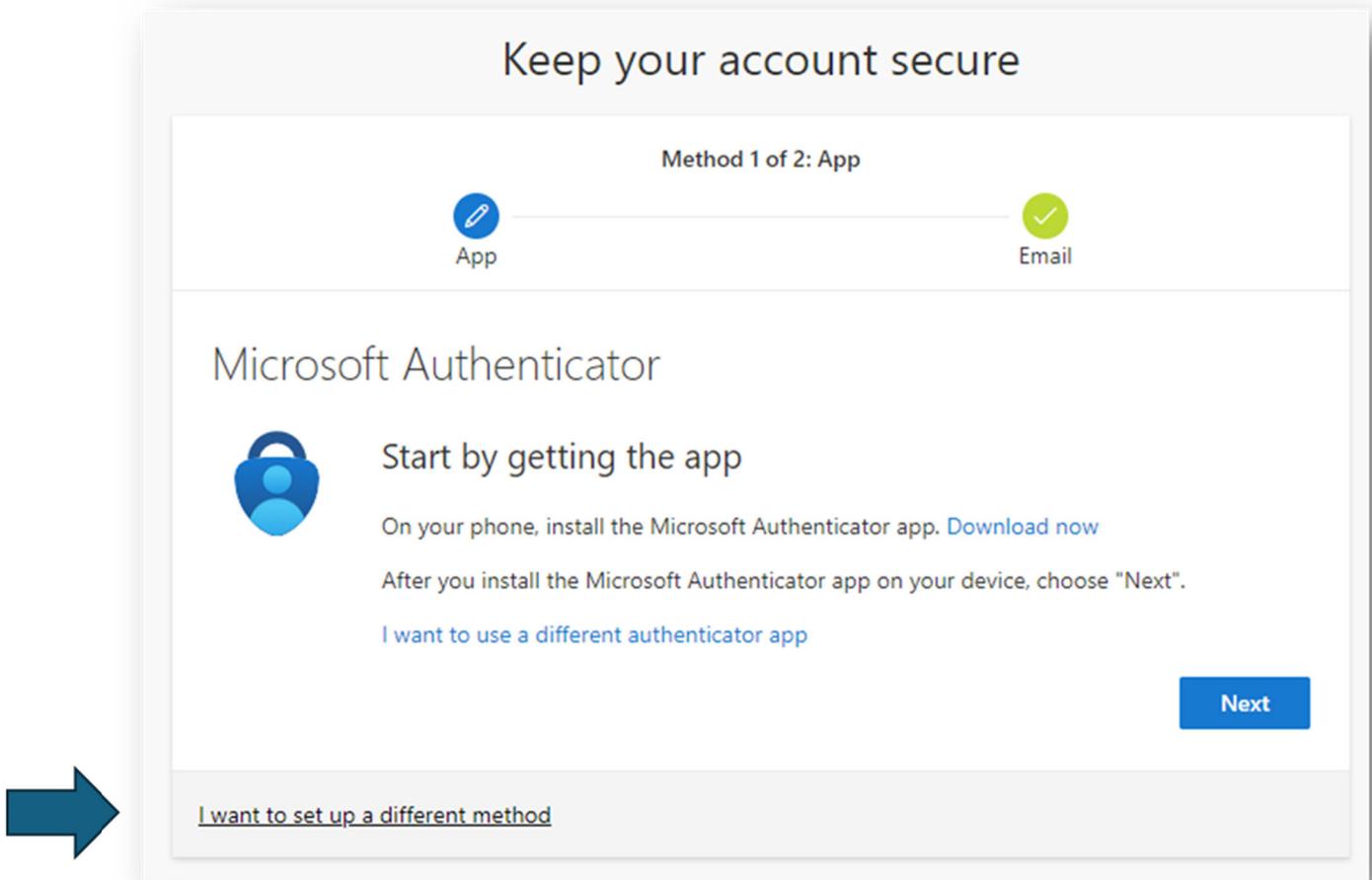


8. Add any available phone number as a backup verification method. Then click next.

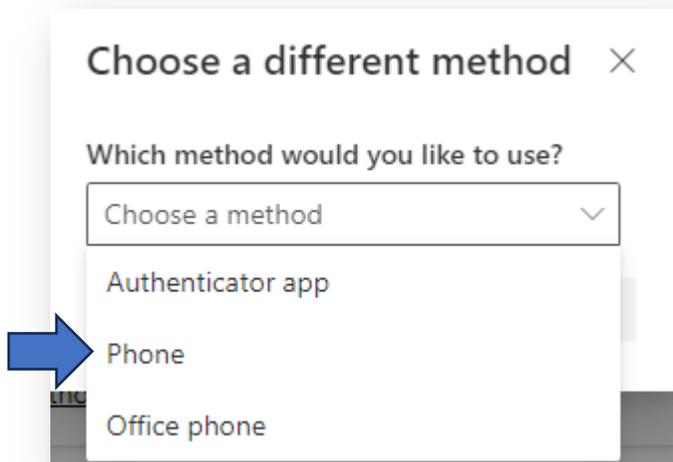


9. Choose your **default preferred option**: Confirm that all security verification methods you want are added on the final screen. **Make sure to select the MFA method you prefer as your default option** on the final page and click save.

10. For mobile phone setup, select "I want to setup a different method"



11. Select Phone and click confirm.



12. Enter your Mobile phone number and select your contact option then click next.

OIT recommends: Receive a code

Keep your account secure

Method 1 of 2: Phone



Phone



Email

Phone

You can prove who you are by answering a call on your phone or receiving a code on your phone.

What phone number would you like to use?

Receive a code

Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

Next

[I want to set up a different method](#)

13. Enter the code received.

Keep your account secure

Method 1 of 2: Phone



Phone



Email

Phone

We just sent a 6 digit code to +1 7322329201. Enter the code below.

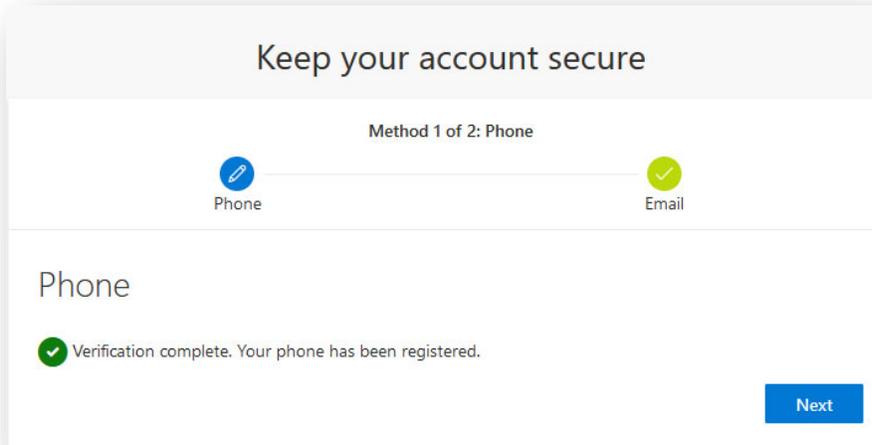
[Resend code](#)

Back

Next

[I want to set up a different method](#)

14. Verification is complete message appears



Set up I now complete

